

PRISCILLA GERSBECK
Town Clerk



Kirsten Santangelo
Deputy Town Clerk

June 12, 2019

TOWN OF GOSHEN

Vanessa Nason
Muckrock News
Dept. MR 41390
411A Highland Avenue
Somerville, MA 02144-2516

RE: FOIL dated June 12, 2019

Dear Ms. Nason:

This letter acknowledges, and is in response to, your request to the Town of Goshen, dated June 12, 2019, pursuant to the N.Y. Public Officers Law § 84 *et seq.* ("F.O.I.L."), in which you have requested: "Any and all statistics, data, reports, audits, policies, and procedures pertaining to the following items regarding sexual assault evidence collection (SAEC) kits (also known as "rape kits") and processing:

- All standard operating procedures regarding department practices on the acquisition of or handling of rape kit evidence, including protocols for its collection, testing, and delegation and transfer to all other possibly relevant locations, laboratories, or agencies
- The number of kits collected and booked into evidence from the period of January 1, 2000 through the date this request is processed
- The number of kits that have been processed by a public or private crime or forensic laboratory or equivalent processing location from the period of January 1, 2000 through this request is processed
- The number of unprocessed kits in any storage facilities currently under the department's jurisdiction and control, including those held by medical personnel or at external laboratory locations
- Any materials regarding the status or ultimate disposition of cases in which a kit was collected. Please include and available segregable date
- All audits involving this agency regarding the collection or backlog of SAEC kits


This is a timely response under F.O.I.L.

Location: 41 Webster Avenue, Goshen, New York
Telephone: 845.294.6250 **FAX:** 845.291.3673

Mail: P.O. Box 217, Goshen, New York 10924
e-mail: PGersbeck@townofgoshen.org

The Town will undertake a search for the other document(s) you request and will either grant or deny your request, in whole or in part, on or before July 12, 2019. This date is an estimate of the reasonable timeframe anticipated that will be necessary to retrieve the document(s) demanded and determine whether they are subject to disclosure under FOIL. I will inform you if additional time is needed to comply with your request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kirsten Santangelo".

Kirsten Santangelo
FOIL Records Access Officer